



NARRAGANSETT BAY ESTUARY PROGRAM

Executive Committee Meeting
February 8, 2022

Agenda

Subject	Presenter(s)	Shared via Zoom	Formal Committee Action Requested Today	Time
Meeting Open	Regina Lyons, Chair	Agenda	Approve December notes.	10 min
Short Program Report	Mike Gerel, NBEP	PPT	None.	15 min
Committee Member Updates	Committee members	None	None.	20 min
Steering Committee Member Reappointments	Sue Kiernan, RIDEM	PPT	Determine whether to send the list of reappointments suggested by the Nominating Subcommittee to the Executive Committee for approval.	20 min
Public Comment/Break				5 min
Final Draft NBEP Bylaws Discussion	Regina Lyons, Chair Committee members	PPT	Determine whether to send the final draft bylaws to the Executive Committee for approval.	45 min
Meeting Close	Mike Gerel, NBEP	None	None.	5 min

Decision #1

Does the EC approve the December 16,
2021 meeting notes?

Financial Report

Estimated NBEP Funds Budget, Expenditure, and Balance (2.1.22)

Expense Category	NEIWPC ⁽¹⁾			RWU ⁽¹⁾			Total Budget	Total FY2022 Expenditures	Total Balance Remaining
	Budget	FY2022 Expenditures ⁽²⁾	Balance (3)	Budget	FY2022 Expenditures ⁽²⁾	Balance			
Personnel and Fringe	\$ 102,219	\$ 50,582	\$ 83,459	\$ 834,476	\$ 101,333	\$ 733,143	\$ 936,695	\$ 151,915	\$ 816,602
Travel	\$ (3,341)	\$ (1,197)	\$ (2,144)	\$ 12,750	\$ 62	\$ 12,688	\$ 9,409	\$ (1,135)	\$ 10,544
Supplies	\$ 10,178	\$ 4,475	\$ 5,703	\$ 6,200	\$ 489	\$ 5,711	\$ 16,378	\$ 4,964	\$ 11,414
Contracts	\$ 146,988	\$ 108,456	\$ 38,532	\$ 130,000	\$ 6,000	\$ 124,000	\$ 276,988	\$ 114,456	\$ 162,532
Other (breakout below)									
Subawards	\$ 161,102	\$ (17,658)	\$ 178,760	\$ 650,000	\$ -	\$ 650,000	\$ 811,102	\$ (17,658)	\$ 828,760
Other Administrative ⁽⁴⁾	\$ (15,184)	\$ (980)	\$ (14,204)	\$ 32,892	\$ 872	\$ 32,020	\$ 17,708	\$ (108)	\$ 17,816
Total Direct	\$ 401,962	\$ 143,678	\$ 258,284	\$ 1,666,318	\$ 108,756	\$ 1,557,562	\$ 2,068,280	\$ 252,434	\$ 1,815,846
Total Indirect ⁽⁵⁾	\$ 42,796	\$ 12,592	\$ 30,204	\$ 120,833	\$ 20,267	\$ 100,566	\$ 163,629	\$ 32,859	\$ 130,770
Total	\$ 444,758	\$ 156,270	\$ 288,488	\$ 1,787,151	\$ 129,023	\$ 1,658,128	\$ 2,231,909	\$ 285,293	\$ 1,946,616

(1) On October 1, 2021, NEIWPC held ~\$444,758 of FY18 and FY19 EPA Cooperative Agreement funds. On October 1, 2021, RWU was awarded \$1,787,151 via the FY21 EPA Cooperative Agreement, which includes all FY20 and FY21 funds. NEIWPC is ready to submit paperwork to close-out the FY15 and FY17 grant awards.

(2) Note that expenditures for NEIWPC are as of 1/31/22 and RWU are as of 2.1.22.

(3) Based on current calculations, \$34,707 of NBEP funding remains unallocated at NEIWPC. The plan is for NEIWPC to subaward to RWU \$33,507 (all remaining unallocated FY2018 money) to cover staff salary and spend ~\$1,200 (all remaining unallocated FY2019 money) to cover small bills over the next month or so. The only projects we expect NEIWPC to administer into 3Q FY2022 are the Clark University Blackstone (closes 9/30/22) and Impact by Design DEIJ (closes 4/30/22) subawards.

(4) Includes Phone, Outside Printing, Internet, Research Supplies, Catering/Meals, Rental Space, Equipment Rental, Event Hosting, Event Meals, NBEP Meeting Meals, Meeting Attendance, Professional Development, Advertising, and Computer Support.

(5) The RWU budget takes all indirect "off the top" at the beginning of the year, and does not report indirect charged per period or otherwise on an ongoing basis. Therefore, the indirect included in this table is an NBEP calculated figure based on 20% of charged personnel and fringe to date.

Programmatic Report

1. New hires—announcements hopefully posted this week
 - Geospatial Analysis & Design Manager
 - Watershed Outreach Manager
2. Final draft bylaws
3. Nominating Subcommittee met 2/4/22
4. 11 green infrastructure planning projects selected—now in contracting
5. NEIWPCC subaward to RWU of unallocated funds in process—expect ~\$35K in February
6. \$910K in federal infrastructure funding may arrive **as soon as March**—SC to discuss
7. DEIJ Assessment nearly done
 - Workshop with SC/SAC in March to learn results and explore degree/type of actions

Proposal	Award Type	Proposed Award
Proposal 1. Narragansett Bay Estuarine Research Reserve	Full	\$50,015
Proposal 3. Woonasquatucket River Watershed Council	Full	\$60,410
Proposal 4. Town of Bristol, RI	Full	\$70,818
Proposal 5. Groundwork South Coast	Partial	\$25,000
Proposal 6. Clark University	Partial	\$25,000
Proposal 8. Town of Barrington, RI	Full	\$33,700
Proposal 9. Southern RI Conservation District	Full	\$75,000
Proposal 11. Audubon Society of RI	Partial	\$73,000
Proposal 12. City of East Providence, RI	Full	\$45,000
Proposal 13. Groundwork Rhode Island	Full	\$92,099
Proposal 14. South Kingstown	Full	\$99,000
Total		\$649,042

Programmatic Report

8. Vision 2032—extension to complete by June 2023, start again March/April
9. Fishers Ecological Knowledge Project
 - Draft next steps paper done—follow-up meeting with fishing folks, BU may lead science
10. Science event
 - Changed to plastics—cradle to grave/macro to micro TBD
11. Science Update
 - Published 2-page “stimulator” on land use/solar arrays—a student at Clark to dig in further
12. Presentations / Notable Meetings

Center for Youth & Community Leadership in Education re: community engagement

Pew Charitable Trusts re: shell fish restoration plan

Clark and URI re: solar update

Narragansett High School re: Bay health

RWU Economics Department re: value of Bay

URI, Coastal Institute, RWU, Rebecca Altman re: plastics

RIDOH and Health Equity Zones re: partnering

RWU Management re: RI Blue Economy Project

Fuss & O’Neil re: local project barriers

Brown/URI re: new lead for insomniac's cruise

NBEP/SNEP Network re: EJ/local project support

RWU Engineering Department re: partnering

Committee Round Robin Updates

Nominating Subcommittee

- NBEP Nominating Subcommittee met on February 2nd
 - Meeting usually takes place each fall, but due to RWU on-boarding, the meeting was delayed
- Dave Janik retired and stepped off the SC last fall
- 7 members are up for reappointment—all organizations would like to continue
- Cassius Spears, Sr with the Narragansett Tribe term expired in 2020

New Members

- Based on the new host, bylaws work, and the size, expertise, and newness of existing membership the subcommittee decided not to recommend new members
- New members will be considered this fall as part of the annual cycle
 - Commercial fishing, tribes, coastal agencies, community organizations will be priorities

Reappointments

- Reappointments recommended by the subcommittee
 - Richard Carey, MassDEP
 - Robert Johnston, Clark University
 - Bill Napolitano, SRPEDD
 - Cristina Kennedy, MADER
 - Tom Kutcher, RINHS
 - Richard Friesner, NEIWPC (to replace Susan Sullivan)
 - Narragansett Bay Commission (*designee pending*)

Narragansett Tribe

- Cassius Spears, Sr. has been a member of the SC for some time
- He has not been in contact with program for at least 3 years
- Cassius' term expired last year, but we decided to wait a year while we continued to reach out to him and the tribe
- Efforts to engage Cassius and the tribe have been unsuccessful—COVID is added challenge
- Feedback has been that the most respectful approach is to send him a note to thank him for his service, let him know his term has expired, and indicate that we'd like to engage with the tribe when timely for them
- Our DEIJ Assessment will inform actions by the ED and Watershed Outreach Manager to reach the Narragansetts and other tribes

Decision #2

Does the EC support sending the list of 7 SC member reappointments to the full SC for approval at their meeting on March 17th?

Decision #3

Does the EC support recommending to the SC that NBEP staff send a note to Cassius Spears, Sr thanking him for his service, notifying him of term expiration, and expressing desire to collaborate?

Final Draft NBEP Bylaws

- 10 commenters from SC
- RWU Office of General Council re-reviewed
- 5 changes worth noting based on feedback
- Discuss today with goal to send to SC for final review and approval at their March meeting

1. Standing Committees

- **Swapped “Standing Committee(s)” for Management Conference throughout**
 - Management Conference comes from Clean Water Act
 - Clean Water Act origin of program is called out in Section 2
 - Folks thought Management Conference language was confusing and dated
 - Standing Committee description moved up Page 1

2. Term Limits

- **Added narrow exception to term limits**
 - Desire to cover circumstance where there is simply no other person at a key stakeholder that can take a termed-out member's seat
 - Suggested text: *“If extenuating circumstances prevent a stakeholder from nominating a new individual to replace an existing member of a Standing Committee who has reached their term limit, limits for that existing member may be waived at the close of a term by a two-thirds (2/3) vote of the Steering Committee.”*

3. SC Approval of Work Plan & Budget Amendments

- **Added clarification that “major” amendments to the annual Work Plan and Budget will require SC approval**
 - Want to balance host primacy on personnel issues, flexibility for ED to make decisions, and appropriate SC oversight
 - Major amendments defined as
 - New tasks not in the Work Plan
 - Individual Budget line item revisions that exceed 10% of the year’s CWA §320 allocation (for FY2022, \$700,00 was allocated, so individual changes that exceed \$70K would require approval)

4. Executive Committee Composition

- **Specified that the EC must include representatives from two non-governmental organizations, RIDEM, and MassDEP***
 - Perspective was it is vital that the SC include the CWA implementing agencies, and as balance, at least two non-governmental organizations
- *The final draft now includes a specific requirement that there be a NGO from RI and MA.**

5. Science Advisory Committee Meeting Frequency

- **Added back requirement that SAC meet at least 3 times a year**
 - A meeting frequency was included in the Guiding Principles, but not in the first draft of these bylaws

**Comments on changes or
additional feedback?**

Decision #4

Does the EC approve the final draft bylaws as written or with specified amendments?

Meeting Close

- Action Items
- Meetings
 - SC meeting March 17th 12:30-3:30pm
 - DEIJ Workshop in March TBD
 - Vision 2032 meeting in March-April TBD
- Thanks!



Photo Credit: Ayla Fox.